



**America 250 | CT Commission
Subcommittee Chair Meeting
May 5, 2023 at 3:30 PM via [Zoom](#)
Agenda**

1. Commission Structure

- a. Subcommittees – Working Groups
 - i. [Community & Organizational Engagement](#)
 - ii. [Education](#)
 - iii. [Governance](#)
 - iv. [Tourism & Marketing](#)
 - v. [Inclusion, Diversity, Equity, & Inclusion](#)
- b. Advisory Council – Affiliate Groups
 - i. Scholars
 - ii. Organizational Partners
- c. Fundraising group will remain within CTH
- d. **Discussion:** How do we want to proceed with the Youth Council? Is it a subcommittee? Part of the advisory council? Its own group with its own purpose?

2. Subcommittee Assignments

- a. Recruitment of subcommittee members
 - i. **Discussion:** Are subcommittees invitation-only or do we want to open this to the public? If we invite a subcommittee member, should they still need to submit a letter? If not, should the review meeting just look at the makeup of the subcommittee?
 - ii. Request process to ensure interest and investment in the Commission's work will include a letter to the Commission including who they are, why they are interested, their background
 - 1. Commission chairs and subcommittee chair will meet to review
- b. Schedule subcommittee meetings
 - i. Reach out to Cyndi for Zoom information as scheduled
- c. Review subcommittee charges
 - i. See below; there is also a document in each subcommittee folder
- d. Develop subcommittee action plan
 - i. Base on format in the [Governor's annual report](#)
 - ii. What list or resources do you need?
- e. Resources needed for the toolkit
 - i. IDEA rubric for projects
 - ii. Organization contact list
 - iii. Primary source list
 - iv. Reading list
 - v. Scholar list
 - vi. Teaching resources list
 - vii. Timeline of Revolutionary War events in Connecticut

3. **Discussion:** We have had a couple of proposals come to us asking for the Commission's approval. How do we want to engage with this? To what extent do we want to approve projects and initiatives for the 250th? Do we want to review specific initiatives on the Commission level? Will it be subcommittee decisions and then shared with the Commission? Are we communicating projects and initiatives with a disclaimer that sharing them does not mean that we endorse them?

Subcommittee Charges

Community & Organizational Engagement: To reach out and provide assistance to municipalities and nonprofit organizations for the development of programs, projects, and activities pertaining to the American Revolution. Using relationships with municipalities and nonprofit organizations, connect the work of the Commission with Connecticut's communities.

Education: To support the creation of educational opportunities for students (pre-K to college) that explore the intricacies of the founding period of the United States through both scholarly and informal methods.

Governance: To focus on the creation of bylaws and structure of the Commission, including the development of an action plan, reporting on progress, and the establishment of an advisory council.

Tourism & Marketing: To encourage collaboration with state and local tourism agencies as part of the goals and initiatives of the Commission.

IDEA: To ensure that inclusion, diversity, equity, and access are codified in the Commission's core principles, recognizing the experiences and points of view of all people affected by the events surrounding the American Revolution.